

July 2000



## THE LATEST NEWS IN THE WORLD OF CM/ECF

Visit our web site at [www.ganb.uscourts.gov](http://www.ganb.uscourts.gov).

### User Fees To Be Charged In Future

Does the screen below look familiar?

Do you still pay attention to the NOTICE?

We have recently been informed that the fee authorized by the Judicial Conference is scheduled to go into effect sometime after October 1, 2000. *(The date is uncertain, but may be as late as January 1, 2001. That decision is being made in Washington, and we don't have any*

*control over the implementation.)*

What that means is that each user of the CM/ECF program will have to get a PACER login and password. The fee that will be charged is .07¢ per page. Most of you already use the PACER system, and are familiar with the charges.

Parties will have one free look at the document from the E-Mail notification that you receive. When additional information is received regarding this fee, we will make that information available to you.

When the long awaited Version 1 release is loaded, the screens related to billing will appear, and it will look like you are being charged. However, you won't be charged until we give you proper notice.

You may obtain a PACER login identification and password from the PACER Billing Center by calling 1-800-676-6856. The local access number for PACER in Metro Atlanta is 404-730-3264. The toll free number outside the Atlanta Metro area is 1-800-436-8395.

For more information or help with the technical aspects of PACER, call Spencer H. McCormack at 404-215-1166. Call Gary Drake at (404) 215-1196, if you have questions about the fee requirement in general.

## STATISTICS

Division	Total Filings	Total Paperless	Percentage
Atlanta	1846	490	26.5%
G'ville	231	64	27.7%
Newnan	364	87	23.9%
Rome	359	166	46.2%
<b>Total</b>	<b>2800</b>	<b>807</b>	<b>28.8%</b>

## PREVIEWING YOUR DOCUMENT BEFORE UPLOADING

One of the mistakes that has continued to occur is uploading the incorrect document. Remember that when you are selecting the document for uploading, you have the ability to preview the document before making the selection.

Place the cursor over the document name, and right click the mouse. When you do that a menu appears. One of the menu options is "Open." Left click the mouse on that option, and the document will be opened by the Adobe Acrobat Reader program. You can preview the document at that point. When you have satisfied yourself that it is the correct document, simply close the Reader and return to the CM/ECF program.

## ADDING THE FEE AMOUNT

You recently received the following e-mail message.

"CM/ECF Debtor Attorney Participants - FYI - When you are opening a bankruptcy case in CM/ECF, and the prompt appears requesting the receipt no. and amount paid, you must change the "amount box" if you are not paying the full amount. This is now appearing correctly on a report that is generated for our internal billing purposes. Your office making this change will help our office immensely.

Thanks in advance..."

The reason this is important is that it greatly improves our ability to properly charge your accounts, without overcharging, or charging you twice for the same document.

Let us know if this presents you with any problems.

## CREDITOR MATRIX

When you prepare your creditor matrix, it works best if the addresses start on the left margin, instead of in the center of the page.

Remember to upload the creditors at the time you file the Voluntary Petition. Local Rule 5005-1(k) requires the filing of a mailing matrix. Delays in uploading creditors could cause a delay in serving the Notice of Commencement of Case.

## LINKING YOURSELF AS ATTORNEY FOR THE CREDITOR

Remember to respond to the following

prompt that occurs during the document upload process:

Pre-prompt LinkPartyAtty The following attorney/party associations do not exist for this case. Please check which associations should be created for this case:

Baker, George(pty:mov) represented by...

If you do not check the box making this link, you will not show up as attorney for that party.

## **BEST CASE SOLUTIONS, INC.**

We have received some information from a company called Best Case Solutions, Inc. They produce petition preparation software. If you would like a copy of the information, please contact Brenda Peek at (404) 215-1196.

By making this information available to you, we are not providing any endorsement of the product.